

EMERGENCY RESPONSE & EVACUATION INFORMATION

BUILDING Student Union

This Facility's Emergency Phone Number:

911 from on-campus Phone OR

702-895-3669 from off-campus phone

Department Evacuation Locations

Unless you are designated as a proctor for the facility, departments should evacuate to the following areas:

Student Union North Entrance by Flora Dugan Humanities (FDH)

Department(s): * Information Technology Help Desk * US Bank * Computer Lab staff
* Rebel Card 1st Floor Office and staff * YUMZ * Rebel Copy & Send
* Starbucks

Student Union South Side by Greenspun Hall

Department(s): * Aramark Kitchen staff/team members * Aramark Catering staff/team members
* Aramark Management and Supervisors * Student Union Custodial staff/team members

Student Union North Entrance by Pida Plaza/Game Room

Department(s): * Game Room * Campus Life Office staff
* Campus Life Assessment staff * Campus Life Business Office staff

Student Union East Entrance Parking Lot

Department(s): Student Union & Event Services 314 Office Staff * Student Union & Event Services 315 Office Staff
Student Union & Event Services 221 Office Staff * Student Diversity and Social Justice

Student Union South by Courtyard & Bookstore

Department(s): * SORCE Room * GPSA *CSUN *Scarlet & Gray Free Press
* Aramark Retail Staff (Jamba Juice, POD Convenience Store)

EMERGENCY SUPPLIES AND FIRST AID LOCATION:

Student Union Information Desk (1st Floor)
Game Room (1st Floor)
221 Student Office (2nd Floor)
315 Office (desk) (3rd Floor)
316 Office (desk) 3rd Floor

EMERGENCY RESPONSE TEAM FOR STUDENT UNION:

Emergency Coordinator: Jon Tucker

Alternate Emergency Coordinator: Ron Buncombe

Floor Proctors/Door Monitors:

Area 1 Proctor – Ron Buncombe (Shannon Rix)

SUES - Area to Check: SU 1st Floor Common Space

SUES - Area to Proceed to: Information Desk (Incident Command Center)

Area 2 Proctor – Peter Degan (Chris Siderakis)

Non-SUES - Area to Check: All Aramark Operations including kitchen, food retails and service hallway

Non-SUES - Area to Proceed to: Loading Dock (monitor employees and associated staff)

Area 3 Proctor – Kierstin Dimmick (Riley Sullivan)

SUES - Area to Check: Game Room, US Bank, Multicultural Center, YUMZ, Rebel Copy & Send

SUES – Proceed to Information Desk for monitoring assignment

Area 4 Proctor – Debbie Gorov (Renee Rivera)

SUES - Area to Check: Building 2nd Floor Meeting Spaces & 1st Floor Theatre Complex

SUES – Proceed to Information Desk for monitoring assignment

Area 5 Proctor – Barbara Blue (Wayne Pirtle)

SUES - Area to Check: All non-meeting spaces Student Union Second Floor including restrooms

SUES – Proceed to Information Desk for monitoring assignment

Non-SUES – Proceed to FDH Exit; Wait for “clear signal” to re-enter the building

Area 6 Proctor – Savannah Baltera (Colt Kraus)

SED - Area to Check: CSUN, Scarlet and Gray Free Press, SORCE and GPSA

SED – Proceed to Information Desk to check-in with EC; proceed to FDH Entrance

Area 7 Proctor – Rosita Chapman (Kaliya Arnwine)

SUES - Area to Check: Student Engagement & Diversity

SUES - Proceed to Information Desk for monitoring assignment

Area 8 Proctor – Lynn Gold (Risha Gaitor)

SUES - Area to Check: Administrative Area 314, 315, Rebel Card Offices

SUES - Proceed to Information Desk for monitoring assignment

All unassigned Full-Time Student Engagement and Diversity (SED) Staff to report immediately to the Information Desk for monitoring assignments.

SPECIAL ASSISTANCE: If Needed, Contact Keith McMath (Emergency Coordinator)

STAIR LOCATIONS: East Stairwell (facing Maryland Parkway), South Stairwell (at end of hallway on 2nd and 3rd floors), West Stairwell (back hallway behind Ballroom)

ELEVATORS: Do Not Use in case of an Emergency

Effective Date: October 2018

Updated By: Keith McMath, Student Union & Event Services

If this information is incorrect or becomes outdated, please notify your Emergency Coordinator or their designee.

REPRODUCE AND POST IN DEPARTMENT